

Indiana Board of Pharmacy

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Governor Mitchell E. Daniels, Jr.

RENEWAL ANNOUNCEMENT

To: Wholesale Drug Distributor Licensees ("WDD")

From: Phil Wickizer, Director – Indiana Board of Pharmacy

Re: Renewal of WDD Licenses

Date: Monday July 26, 2010

Dear Licensee:

Your license to operate as a Wholesale Drug Distributor (both resident and non-resident) will expire on September 30, 2010. Starting August 1, 2010 you will be eligible to renew your license for the next two year cycle (renewal for WDD will only be available via regular mail). You should be receiving notification and a renewal application via mail at the last recorded address of record on file with our office. If you have any concerns or questions regarding your renewal or licensure of WDDs generally, please feel free to call our office at (317) 234-2067. You may also see our website at www.bop.in.gov to review our FAQs related to WDD licensure, as well as our licensure requirements map (on our homepage, please select the link for "Licensee Information" and then select the link for "Wholesale Drug Distributors").

In order to successfully process your renewal, we will need the \$100 renewal fee (add an additional \$50 late fee if your renewal application is postmarked after September 30, 2010), paid by check or money order and made out to the "Indiana Professional Licensing Agency." We will also need a copy of your current VAWD Accreditation Certificate (with number).

Please be aware that unless specifically exempted by Indiana Code, you are required to obtain and maintain VAWD Accreditation through the National Associations of Boards of Pharmacy ("NABP") in order to be eligible for licensure as a WDD in the State of Indiana (companies that do not have a current VAWD Accreditation Certificate may be subject to discipline that can include revocation of their license). If you are unsure of whether or not you are required to obtain licensure as a WDD, or in addition, whether you are required to obtain VAWD Accreditation, please consult your company's legal and/or compliance departments to review the relevant Indiana Law provided on our website prior to contacting our office.

With your application, please make sure to include any and all relevant documentation if you answer "Yes" to any of the four questions provided on the renewal application. Documentation should include copies of court and/or licensing documentation for other State Boards, etc., along with a detailed statement explaining why you were required to

answer "Yes" to that question. This documentation and statement should be mailed along with your renewal application to the address provided to expedite your renewal.

In addition to the above, we are also asking all licensees to confirm their correct contact information, along with the name, email, and phone number for the primary contact at your company.

IMPORTANT - OBTAINING YOUR NEW LICENSE CARD

New this year, the Indiana Board of Pharmacy is no longer able to send out new license cards free of cost due to State Budget constraints and cost saving measures implemented within our parent agency. We apologize in advance for the inconvenience this may cause you and your company. In order to help your receive a copy of your newly updated license (with a new expiration date and the address of your facility), we have made an online ordering service available to all licensees.

Please go to the following link to order and obtain a copy of your new card: https://mylicense.in.gov/EGov/Login.aspx. You will be prompted for both a login ID and a password. Your login ID and password is your facility's license number (the eight digit number and the letter). Once successfully logged in, please ensure that your license is active and is showing the new expiration date. If all information is in order (including the correct address for the facility), please proceed to the Order License Card menu to order additional cards and process your transaction.

If you do not require that an address be listed on a copy of your license, we do provide a free printout that is also available via this same site and menu. Thank you in advance for your cooperation, and again we apologize for any inconvenience you may experience. If you have additional questions or concerns, please feel free to contact our office via email at <u>pla4@pla.in.gov</u> or via phone at (317) 234-2067.

Sincerely,

Phil Wickizer

Director, Indiana Board of Pharmacy